

Memorandum



TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: June 22, 2005

Re: Minutes of the June 7, 2005 Finance Committee Meeting - **REVISED**

Committee Members present: Mr. Bill Downey

The Finance Committee met on June 7, 2005, at 4:00 p.m. in the Warren Green Building 1st Floor Meeting Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

County Treasurer's Report: Beth Ledgerton, Treasurer, presented the Treasurer's Report for the Finance Committee's consideration.

County Attorney's Report: Jeanette Irby, County Attorney's Office, presented the County Attorney's Report for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

FY 2005

Sheriff's Office - \$10,900

\$10,900 from Insurance Recovery was approved for appropriation to the Sheriff's Office for repair of a wrecked vehicle.

Transfers:

None

Regular Agenda

Supplemental Appropriations:

FY 2005

1. Fire and Rescue Association (F&RA) - \$4,765

- a. \$849 from student fee payments was approved for appropriation to F&RA for books and handout material expenses.
- b. \$1,404 from student fee payments was approved for appropriation for Cardio Pulmonary Resuscitation (CPR) supplies.

- c. \$2,512 from a fuel spill reimbursement was approved for appropriation for related expenses.

2. Fire and Emergency Services (F&ES) - \$3,787

- a. \$3,787 from F&RA funds was approved for appropriation for expenses from classes taught by F&ES.
- b. \$400,000 from a Federal SAFER Grant to add for four (4) Technician positions was forwarded to the full Board Supervisors for their consideration at the June 9, 2005 meeting.

FY 2006

3. Geographic Information Systems (GIS)/Water Resource Management - \$76,200

- a. \$67,500 from Carryover was approved for appropriation to the GIS budget consultant account line to complete a Water Management Plan.
- b. \$8,700 from Carryover was approved for appropriation to the GIS budget temporary salary account line to complete a Water Management Plan.

Transfers:

FY 2005

1. Parks & Recreation - \$32,000 **REVISED**

\$32,000 from the Contingency Reserve was approved for transfer to Parks and Recreation for the Lake Brittle Fishing Resource Center. **Although the \$32,000 will be transferred, no action is to be taken on this project until the Virginia Division of Game and Inland Fisheries provides information requested by the County Administrator on setting the hours of operation.**

2. Budget Office - \$30,000

\$30,000 from the Contingency Reserve was approved for transfer to the Mosby House contribution account line to assist in providing interim staff to establish an operational program for the facility.

Supplemental Appropriations:

FY 2006

Fire and Rescue Association (F&RA) - \$268,703 **POSTPONED Until July**

F&RA requested \$268,703 be transferred from F&RA Capital Fund support with \$200,000 for increased contributions to the fire companies and \$68,703 for the hiring of a Safety Officer.

Transfers:

None

Comments

1. Finance:

Health Insurance – Bryan Tippie, Interim Finance Director, provided the health insurance fund summary. The latest report through May showed the current

monthly expenditure average to be \$959,985. The expenditures for April and May were favorable, and if this trend continues the County and Schools will be very close to the budgeted amount by the end of the fiscal year.

2. Budget:

Revenue Report – Bryan Tippie, Budget Director, informed the committee that the FY 2005 revised revenue projection is currently estimated to be \$289,920 less than the amended budget. The question was asked regarding the timeframe to revisit a change to the BPOL tax rate structure. The Committee was informed that their work session on BPOL will be scheduled for the July Board of Supervisors meeting.

3. Information Technology (IT) - Rick Klinc, IT Director, informed the committee that the School Division would partially fund an IT position to provide support to the Schools. The School Division is now utilizing consultants performing duties and services which IT currently does in house. To combine work this would be a cost savings for the School Division and also provide them a consistent level of support.

**The next Finance Committee Meeting will be
July 7, 2005 at 4:00 p.m.**